

Library Board, Santa Monica Public Library
Director Report
June 2019
June 6, 2019

Library Board: We bid a fond farewell with gratitude and appreciation and thanks to Chair Marc Morgenstern and member Kathleen Sheldon for their years of service to the Santa Monica Library Board.

During Marc and Kathy's tenure they:

- Participate and assisted in the successful recruitment and selection of the Director of Library Services in 2017
- Increased support for services and programs to create more appreciation and celebration of intellectual freedom, access, the public's right to know, and equity. The successful fine free for youth work and support for fine free for all is an example of that focus.
- Crafted Library Board messages to the state library, to legislators - and taking a stand on issues - where there were limited efforts before
- Represented the Santa Monica Library Board in the Santa Monica Reads selections
- Supported systematic on-boarding of new board members
- Championed the Santa Monica Library Board's role and responsibility to be a visible connector to community, attending neighborhood association meetings and participating in a number of outreach efforts to expand the board's and the library's presence and impact, as well as advocating for a larger composition of the board's size.
- Led successful passage of the charter change which allows all residents to engage in civil participation as board members of the Personnel Board, Airport Commission and Library Board, and could lead to a potential review of the number library board members in the future.

As Chair, Marc

- Championed strong reflection amongst frontline staff and leadership to improving patron experience including proactive encouragement of services and programs to meet community needs and led the board interest on the needs of people experiencing homelessness
- Supported systematic on-boarding of new board members
- Encouraged board ambassadors of each library facility with the Adopt A Branch program
- Challenged staff to more deeply analyze and present data as indicator for decision making
- Developed stronger relationship building with the board leadership at the Friends of the Santa Monica Public Library and the Santa Monica History Museum and the Library Foundation of Santa Monica with formal Library Board liaisons to each of those groups

Many thanks to Marc and Kathy for their exemplary service to the Santa Monica Library community. We are stronger, our work is better, our services are more impactful, because of you.

Citywide Priorities:

Budget: The City will follow the process as outlined below:

June 5: Budget Study Sessions

Council is scheduled to conduct a study session on the Proposed FY 2019-21 Biennial Budget on June 5, 2019 at 6 p.m. The City Clerk will publish the complete agenda, including the proposed budget, on the [Council Agendas/Minutes](#) webpage.

June 25: Budget Adoption

Adoption of the FY 2019-21 Biennial Budget will be on Council's agenda for the June 25, 2019 meeting. The complete agenda, including final proposed budgets, will be published on the [Council Agendas/Minutes](#) webpage for public review and comment no later than the evening of Wednesday June 18, 2019.

The budget for the Library was reduced by the return of 2.4% for the Maintenance of Effort costs in addition to 3% of the as-needed budget for approximately 1.52 FTE value of service. Initially these funds were reduced from the overall as-needed allocation – due to efficiencies in single desk consolidation in the periodicals and computer commons areas. This effort will also strengthen sight lines and increase safety and security within the area. Support for the two limited-term duration Library Service Officers and the two as-needed social workers will be extended through Summer 2021.

In addition, \$225,000 has been allocated in Capital Improvements Projects for the Automated Materials Handling Sorter and another \$180,000 in renovations to support a consolidated desk model in FY 20-21.

Library Facilities Update:

Pico: Exterior painting has been completed. Acoustical tiles will be added to the interior in the hopes of reducing reverberation and noise. Orders for the end panels and the front desk are in process.

Main: The Main Library will install an early detection earthquake warning system in collaboration with Office of Emergency Management and USGS. A library-wide training took place on June 5.

Fairview: Architectural Services is working with the Library to schedule replacement of all exterior facing windows. The vendor is in the process of ordering the windows and installation will take place sometime later this summer.

Library Classification and Compensation Study: The staff is working on compiling position description questionnaires to record their work duties and time spent on daily and other tasks and duties. The Planning Team (Erica and Patty and Priscilla) meet with Segal Waters weekly to review the timetable and monitor progress.

Library Facilities Master Plan: Architectural Services is in the final stages of evaluating proponent references and negotiation.

Library Services and Programs:

Diversity: The library has initiated an Equity Think Tank with staff volunteers who wish to dedicate time and energy to creating opportunities where equity and diversity learning and conversation become a part of our existing events and activities. The next Inservice Day will feature a morning 2.5 hour training on Implicit Bias with a deeper dive as part of an afternoon session.

Programs and Services: Public Services is coordinating a process to assist staff in categorizing and organizing program planning to include information on ties to City Framework and Library Strategic Planning and evaluation metrics, with an eye toward equity, diversity and inclusion.

June: The Library features 15 programs for youth and families and adults focused on LGBTQ+ themes and resources as part of a citywide PRIDE SAMO effort. Of special note is Frank DeCaro and Pandora Boxx presents DRAG! Combing Through the Big Wigs of Show Business about the history of drag queens and their impact on pop culture and politics. Rainbow Family Story Time, maker programming and a special LGBTQ+ mariachi band, Mariachi Arcoiris de Los Angeles round out the month.

June also is the kickoff for SUMMER READING and Santa Monica Reads. *A Universe of Stories* focuses on space exploration theme with several science-focused programming for readers of all ages. Santa Monica Reads selection, **The Hate U Give** by Angie Thomas highlights several programs ranging from codeswitching to film showings and discussions on race and diversity to the need for more diversity in publishing. Copies of the book and a brochure highlighting all programs are available at any local Santa Monica Public Library location. Discussion facilitators will receive training to discuss topics related to race and equity, police and community relations, poverty and privilege from a social justice lens. Book discussions will be held at all library locations and the Santa Monica Bay Women's Club. The citywide Government Alliance on Race and Equity cohorts hope to join in the conversation and provide support.

Human Resources:

We have one vacancy remaining at SMPL: Circulation Supervisor. Cheryl Thompson is currently in the Acting position for the next few months. The position is approved for recruitment in Fall 2019. The recruitment will include a refreshed job description thanks to the early work of the Classification Study.

June is also a month of conferences. Patty Wong, Cecilia Tovar and Jeff Kaplan will be attending the American Library Association Annual Conference in DC. Special speakers include Justice Sonia Sotomayor, Jason Reynolds, Eric Klinenberg, Hoda Kotb, Tomi Adeyemi, Mo Rocca, and George Takei. DC is also the home of ALA's Washington Office and the 50th Anniversary of the Freedom to Read Foundation as well as the Coretta Scott King Awards, so there will be much to celebrate!

Safety & Security Monthly Report

We are increasing our patrols around the perimeter and exploring the idea of extending our rules of conduct enforcement in spaces that are beyond the building and extend to the sidewalks. As this is also considered library property, we are discussing with SMPD and City Attorney's Office, the best most impactful way to approach these areas with the ultimate goal of reducing misbehaviors and loitering around library property. More to come as we continue to explore a joint-efforts with our city partners to maintain our libraries as welcoming spaces for all.

In May, the LSO Team participated in the Classification Study kick-off, with LSO Stephen Jones representing the unit on the Staff Advisory Committee and a majority of the team attending focus groups and presentations by the consultants at Segal Waters. The Classification Study is a system-wide project that will examine all classifications in the Library, make recommendations for improving equitable structures, and assist with an implementation plan for the recommendations or changes, in partnership with the Human Resources Department. As a unit, the LSO team performs a variety of unique functions for the system, so it will be important that, like all other teams, we receive as much input and feedback on jobs, duties, responsibilities, and growth from all involved.

In June, the Main Library will see some changes to its 2nd floor service desks. We are consolidating the Periodicals Desk and Computer Commons desk service points to one service point, which will be located across from the 2nd floor elevator doors. This will create a stronger, more unified customer service point, while also supporting the safety and security of staff and improving sight lines.

The team has also been working with the City's 2 new Social Workers, Ilene Miner and Stuart Kosh, who are assigned to the Library. Our social workers have been shadowing staff, including the LSO team, and getting more acquainted with library operations, regular customers, and the flow of activities, with a current focus on the Main library. Eventually, the social workers will establish regular visits to the branch libraries, and ultimately, will determine best practices and staff training to assist our most vulnerable customers. In the meantime, starting in June, the social workers will be holding regular drop-in office hours Monday – Friday in the early afternoons.

Respectfully submitted,

Patty Wong

Director of Library Services